


Exporting to Excel

1. You can export the data from this screen to Microsoft Excel, where you can work with it further if you wish.
2. Click the  button. iVisions displays the File Download screen.
3. To export the grid information to Excel and immediately start working with it, click **Open**. The data displays in Excel. You can then save the file to the location you wish.
4. If you respond **Save** in the File Download screen, you can specify a name and a location where you want to save the file. You can then work with it later.